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UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS  
UNITED STATES PATENT AND TRADEMARK OFFICE  
WASHINGTON, D.C. 20231  
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/973,066	10/10/2001	Terrence A. Brown	48122.UT

Greenberg Traurig, LLP  
12th Floor  
1750 Tysons Boulevard  
McLean, VA 22102



CONFIRMATION NO. 4709

FORMALITIES LETTER



\*OC000000007053834\*

Date Mailed: 11/13/2001

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing.  
*Applicant must submit \$ 370 to complete the basic filing fee for a small entity.*
- The oath or declaration is missing.  
*A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.*
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$65 for a small entity in compliance with 37 CFR 1.27, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 435.

*A copy of this notice **MUST** be returned with the reply.*

  
Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

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Serial No. 09/973,066

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PATENT



IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re Application of: Terrence A. Brown et al.	Docket No.: 48122.020000.US
Serial No.: 09/973,066	Art Unit: 2123
Filing Date: October 10, 2001	Examiner: Unassigned
Title: System and Methods for tracking Central Office Equipment and Inventory Records	

RESPONSE TO NOTICE TO FILE MISSING PARTS

Honorable Assistant Commissioner for Patents  
Washington, D.C. 20231

Dear Sir:

In response to the Notice to File Missing Parts mailed November 13, 2001,  
Applicants enclose:

1. Copy of Notice to File Missing Parts
2. Signed Declaration and Power of Attorney
3. Check in the amount of \$435.00 to cover balance due
4. Return Post Card

In the event Applicants have overlooked the need for any petition and fee for extension of time, and such extension is required applicant(s) requests that this be considered a petition therefore and that such fee be charged to Deposit Account No. 50-0653.

The Commissioner is hereby authorized to charge any deficiencies or credit any overpayment, to Deposit Account No. 50-0653.

Respectfully submitted,

Mark A. Wurm  
Registration No. 31,682

Greenberg Traurig  
1750 Tysons Boulevard, 12<sup>th</sup> Floor  
McLean, Virginia 22102  
703-903-7533

January 3, 2002

I HEREBY CERTIFY THAT THIS CORRESPONDENCE IS  
BEING DEPOSITED WITH THE UNITED STATES POSTAL  
SERVICE WITH SUFFICIENT POSTAGE AS FIRST CLASS  
MAIL IN AN ENVELOPE ADDRESSED TO: ASSISTANT  
COMMISSIONER FOR PATENTS, WASHINGTON, D.C. 20231,  
ON January 3 2002  
BY Andrea Ferrey